



## Report to the Auburn City Council

Action Item 8
Agenda Item No.
City Manager's Approval

**To:** Mayor and City Council Members  
**From:** Reg Murray, Senior Planner  
**Date:** June 14, 2010  
**Subject:** Public Notification Signs – 2010 Review (Admin File 301.3(q))

### The Issue

Should the City Council consider amending Section 159.460 *et seq.* of Chapter 159 of Title XV to include the use of public notification signs?

### Conclusions and Recommendation

By Motion, postpone for one year the City Council's consideration to require public notification signs.

### History/Background

On May 12, 2008 the City Council initiated an ordinance amendment to update the notification requirements for planning projects. On January 26, 2009, the City Council approved an amendment to the public noticing requirements of the zoning ordinance (Section 159.460 *et seq.* of Chapter 159 of Title XV), increasing the notification distance from 300 feet to 500' (Attachment 1). The City Council also decided to reconsider in one year the requirements for posting public notification signs for development proposals.

If the City Council wishes to reconsider the use of public notification signs at this time, the background information regarding this issue, including the past Council and Planning Commission reports, is provided with Attachment 2.

The conditions influencing the City Council's decision last year remain essentially unchanged (i.e. state of the economy; cost of notification signs), remain essentially unchanged. Based on this, staff recommends postponing the Council's decision on this issue for another year.

### Alternatives Available to Council; Implications of Alternatives

- A. Postpone for one year the decision on whether to require public notification signs.
- B. Direct staff to return to the City Council with an ordinance amendment to Section 159.460 *et seq.* requiring public notification signs.
- C. Determine that no further action for public notification signs is required.
- D. Continue the proposal for staff to provide additional information and/or address questions.

**Fiscal Impacts**

N/A

**Additional Information**

**ATTACHMENTS**

- A. City Council Minutes of January 26, 2009 (excerpted)
- B. City Council staff report of January 26, 2009

## CITY COUNCIL MINUTES

January 26, 2009  
REGULAR SESSION

The Regular Session of the Auburn City Council was held in the Council Chambers, City Hall, 1225 Lincoln Way, Auburn, California on Monday, January 26, 2009 at 6:00 p.m. with Mayor J.M. Holmes presiding and City Clerk Joseph G.R. Labrie recording the minutes.

### CALL TO ORDER

### PLEDGE OF ALLEGIANCE

Led by Cub Scout Den 7, Pack 1

### ROLL CALL:

**Council Members Present:** Keith Nesbitt, Kevin Hanley, Bill Kirby, Bridget Powers, J. M. Holmes,

**Council Members Absent:** None

**Staff Members Present:** City Manager Robert Richardson, City Attorney Michael Colantuono, Community Development Director Will Wong, Fire Chief Mark D'Ambrogi, Public Works Director Jack Warren, Engineering Division Manager Bernie Schroeder, Transit Analyst Megan Siren, Administrative Services Director Andy Heath, Police Chief Valerie Harris

### MAYOR'S COMMENDATIONS/PROCLAMATIONS/ACKNOWLEDGEMENTS/ANNOUNCEMENTS

Mayor Holmes thanked everyone who attended the Economic Summit. He said there were approximately 80 persons in attendance. He said many ideas were gathered as to how to move the City economically forward. He said the City's Economic Development Commission will follow up on some of the ideas presented.

Mayor Holmes advised that he and staff met with a representative of the Federal Railroad Administration regarding "Quiet Zones."

Mayor Holmes stated that he sent a letter to the Placer County Water Agency (PCWA) asking for support on the Regional Wastewater Treatment Plant. He said the agency did not promise any funding but it did agree that the regional solution is in the best interest of the entire community. He said PCWA will send letters of support to elected representatives.

## PUBLIC HEARING

### 8. Ordinance Amendment Public Noticing Requirements

Community Development Director Will Wong stated that the Council previously initiated an ordinance amendment to update the public notification requirements for planning projects. He said staff used Placer County's Ordinance as an example. Mr. Wong explained how the staff and Planning Commission then set parameters for signing requirements within the city.

Council Member Hanley stated that he was concerned with additional costs to businesses by imposing the cost of public notification signs. He said other cities are trying to reduce fees. He recommended that the City go forward on the 500' mail notice and postpone the proposed sign portion of the ordinance for a year or more.

Council Member Nesbitt said, considering the size and expense of a large project, he did not see the cost of a sign as a financial hardship. He said he would support the Planning Commission's recommendation.

Council Member Kirby said there was no reason to oppose Mr. Hanley's recommendation in a small town where projects of that size could be properly noticed.

- A. By **MOTION** find that the amendment to the City of Auburn Zoning Ordinance is Statutorily Exempt from the California Environmental Quality Act (CEQA) per Section 15061(b) for the adoption of an ordinance regarding public noticing requirements, and
- B. By **MOTION** introduce and hold a first reading, by title only, of the Public Noticing Requirements Ordinance, consisting of the changes that propose mailing notifications from 300' to 500' and postpone to one year from now the changes on the public notification sign. **MOTION: Hanley/Powers/Approved 5:0**

City Attorney Colantuono advised, "It is exactly everything in the ordinance except for Paragraph C of proposed Section 159.460."

## REPORTS

### 9. Department of Public Works – Quarterly Projects

Public Works Director Jack Warren provided Council with a handout of the Capital Improvement Work Plan 2008-2009. The projects included were:



## Report to the Auburn City Council

Action Item

Agenda Item No.

City Manager's Approval

**To:** Mayor and City Council Members  
**From:** Wilfred Wong, Community Development Director  
**Date:** January 26, 2009  
**Subject:** Ordinance Amendment Public Noticing Requirements (Admin File 301.3(q))

### The Issue

Should the City Council introduce for first reading the Public Noticing Requirements ordinance which would amend Section 159.460 *et seq.* of Chapter 159 of Title XV by increasing the notification distance from 300 feet to 500 feet, and adding a requirement for the provision of on-site public notification signs identifying that a proposal is being considered for development of the site.

### Conclusions and Recommendation

The Auburn Planning Commission recommends that the Auburn City Council:

- A. By Motion, find that the amendment to the City of Auburn Zoning Ordinance is Statutorily Exempt from the California Environmental Quality Act (CEQA) per Section 15061(b) for the adoption of an ordinance regarding public noticing requirements.
- B. By Motion, introduce and hold a first reading, by title only, of the Public Noticing Requirements Ordinance, amending Section 159.460 *et seq.* of Chapter 159 of Title XV of the Auburn Municipal Code.

### History/Background

On May 12, 2008 the City Council initiated an ordinance amendment to update the notification requirements for planning projects.

On October 7, 2008 the Planning Commission voted 5-0 recommending that the City Council adopt the proposed ordinance amendment with the following amendments to staff's proposal:

1. Decreasing the size for new commercial or industrial buildings within the Downtown and Oldtown Design Review Districts so that buildings exceeding 3,500 square feet would be subject to the noticing requirements. Commercial or industrial buildings exceeding 10,000 square feet elsewhere in the City would be subject to the noticing requirements. See Exhibit A, Section 159.460(C)(1)(b) for proposed wording.

2. Decreasing the size of additions to existing commercial or industrial buildings within the Downtown and Oldtown Design Review Districts so that additions exceeding 3,500 square feet would be subject to the noticing requirements. Additions exceeding 10,000 square feet to existing commercial or industrial buildings elsewhere in the City would be subject to the noticing requirements. See Exhibit A, Section 159.460(C)(1)(d) for proposed wording.
3. Have the applicant be responsible for constructing and maintaining the sign(s) and its text in good condition, and remove all the sign(s) within 30 days of a final determination by the City. See Exhibit A, Section 159.460(C)(5) for proposed wording.
4. Have the applicant provide a refundable deposit of \$500.00 to insure removal of the sign(s). See Exhibit A, Section 159.460(C)(6) for proposed wording.

**Alternatives Available to Council; Implications of Alternatives**

- A. Hold the first reading of the Public Noticing Requirements Ordinance.
- B. Deny the proposal for the Public Noticing Requirements Ordinance.
- C. Continue the proposal for staff to provide additional information and/or address questions.

**Fiscal Impacts**

N/A

**Additional Information**

Please see the following for more details:

**EXHIBITS**

- A. Ordinance for Public Noticing Requirements Ordinance.

**ATTACHMENTS**

1. Minutes of October 7, 2008 Planning Commission Meeting.
2. October 7, 2008 Planning Commission staff report.



# EXHIBIT A

ORDINANCE NO. 09-  
PUBLIC NOTICING REQUIREMENTS

THE CITY COUNCIL OF THE CITY OF AUBURN DOES ORDAIN AS FOLLOWS:

Section One: Section 159.460 *et seq.* of Chapter 159 of Title XV of the City of Auburn Municipal Code is hereby amended to read as follows:

**§ 159.460 SERVICE.**

Notices of the public hearings required by the provisions of this chapter shall be given as follows:

(A) Service by mail.

(1) At least 10 days prior to a public hearing, the Commissioner shall mail, postage prepaid, a notice of the time and place of the hearing to all persons whose names and addresses appear on the latest equalized assessment roll as owners of property within 500 feet of the exterior boundaries of the land for which a permit subject to discretionary action is sought.

(2) The person filing the petition for action by the Commissioner shall supply the names and addresses of those entitled to notice under this section.

(B) Service by publication. In the case of an amendment of this chapter, notice shall be given by publication of the amendment in a newspaper of general circulation in the city at least 10 days prior to the hearing.

(C) Posting of Sites/Notification of New Development Proposal. The applicant shall erect a public notification sign or signs on the project site as required by this section. The sign(s) shall be erected within sixty (60) days after the submission of an Environmental Impact Assessment Questionnaire or



1 at such sooner time as determined by the Community Development Director.  
2 The sign(s) shall comply with the following criteria:

3 (1) The public notification sign or signs shall be required for the  
4 following projects.

5 (a) Residential subdivisions of five (5) lots or more. Commercial  
6 area lots shall not constitute a lot for this notification provision.

7 (b) New commercial or industrial buildings exceeding 3,500  
8 square feet within the Downtown and Oldtown Design Review Districts and  
9 such buildings exceeding 10,000 square feet elsewhere in the City.

10 (c) New multi-family residential buildings of seven (7) dwelling  
11 or more.

12 (d) Additions to existing commercial or industrial buildings of  
13 3,500 square feet or more within the Downtown and Oldtown Design Review  
14 Districts and such additions exceeding 10,000 square feet or more elsewhere  
15 in the City.

16 (e) Projects within the Airport Industrial Design Control District  
17 shall be exempt from these notification requirements.

18 (2) The Community Development Director shall determine the  
19 appropriate size for public notification sign(s) in order to balance community  
20 aesthetics and effective notice to neighboring property owners of the proposed  
21 project but in no event shall the size of a sign exceed: (4) feet in height, eight  
22 (8) feet in width, or 32 square feet in area. Such signs shall be mounted on  
23 four inch by four inch (4"X4") posts;

24 (3) Sign(s) shall be erected adjacent to each public right-of-way  
25 abutting the project site in a manner that does not create sight-distance  
26 problems for traffic on the right-of-way;

27 (4) Sign(s) shall include text approved by the Community  
28 Development Director. The sign shall include the wording "City of Auburn

Community Development Department" and "Development Proposal Pending and include contact phone number(s), website information, a brief description of the approvals being sought, and a sleeve to hold public notices describing project specifics, hearing dates, and information on how to contact the project planner assigned by the City to the project and applicant.

(5) The applicant shall be responsible for constructing and maintaining the sign(s) and its text in a good and legible condition, and shall remove a sign(s) within 30 days of a final determination by the city on the application to which the sign relates.

(6) The applicant shall provide a refundable deposit of \$500.00 to insure removal of the sign(s). If the applicant fails to remove the signs within the time permitted by this section, the City may do so in any manner permitted by law and shall charge its costs to do so against the \$500 deposit required by this section. On July 1<sup>st</sup> of each year commencing with 2009, the Community Development Director shall adjust the \$500 deposit amount in accordance with the increase in the consumer price index for all urban consumers for the San Francisco Standard Metropolitan Statistical Area, or any successor to that index, rounded to the nearest \$5.

Section Two: This Ordinance shall take effect thirty days following its adoption as provided by Government Code Section 36937.

Section Three: The City Clerk shall certify to the passage and adoption of this Ordinance and shall give notice of its adoption as required by law. Pursuant to Government Code Section 36933, a summary of this Ordinance may be published and posted in lieu of publication and posting of the entire text.

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# ATTACHMENT 1

Mr. Warren replied that a lot of the people who are on the waiting list for the new hangars already have planes at Auburn Airport. There are some who park their planes at area airports and fly in to Auburn. Therefore, he does not believe that there will be a substantial difference in air traffic.

Comm. Young asked for information about the requirements for airplane take-offs, turning, and quick elevation with regard to the Rock Creek School.

Mr. Tom Dwelle of Nella Oil in Auburn stated that the circumference of the airport is divided into different zones with the most critical at each end of the runway. Pilots are required to turn 20 degrees left upon take-off to mitigate the noise. He has heard no complaints about the noise.

Comm. Spokely asked for clarification about the new hangars being privately owned, which Mr. Warren provided.

Comm. Worthington **MOVED** to:

A. Find the project consistent with the Previous Environmental Impact Report prepared for the Auburn Municipal Airport Master Plan 2015 and the Mitigated Negative Declaration prepared for the Auburn Municipal Airport 2006 Master Plan Report.

B. Adopt Planning Commission Resolution No. 08-24 approving the City of Auburn East Area Hangar Project (File #DRP 08-7) as presented.

Comm. Spokely **SECONDED**.

AYES:	Nardini-Hanson, Spokely, Worthington, Young, Chrm. Smith
NOES:	None
ABSTAIN:	None
ABSENT:	None

The motion was approved.

C. **Ordinance (Public Noticing Requirements)**. The City proposes to amend the Auburn zoning ordinance relating to notices of public hearings. The proposed ordinance amendment would amend Sections 159.460 *et seq* by increasing the notification distance from 300' to 500', and adding a requirement for the provision of on-site public notification signs identifying that a proposal is being

considered for development of the site.

Director Wong presented the staff report. This ordinance amendment was initiated by the City Council. The proposed changes to the ordinance have been indicated in the staff report. Staff focused the ordinance so that only certain types of applications would need the larger signs. The proposed ordinance differs from Placer County's noticing ordinance by the limitations for certain types of projects. Typically, time extensions would not have to meet the posting requirements, however if the Commission should decide that they would like to include time extension, this can be included in the recommendation to the Council.

The Commissioners and Director Wong discussed the proposed changes.

Comm. Worthington asked if under the amended ordinance the Baltimore Ravine project would be required to place only one sign on the property.

Director Wong replied that they would have to put signs at the three entrances to the project.

Comm. Worthington stated that she feels the minimum size of 10,000 square feet is not small enough for new commercial or industrial buildings.

Comm. Spokely stated that he is concerned about the enforcement for removal of the signs once the hearing for the project has taken place.

Director Wong replied that he feels the applicants will be willing to comply since they will need to continue to work with staff on their projects.

Comm. Spokely suggested that the applicants be required to pay a refundable deposit for the signs to encourage sign removal after a project has been approved.

The Commissioners discussed the changes they would like to make to the ordinance.

Comm. Worthington **MOVED** to:

Adopt Planning Commission Resolution 08-23 recommending that the Auburn City Council adopt the proposed Ordinance Amendment as amended by the Planning Commission as follows:

New commercial or industrial buildings exceeding 3,500 square feet within the Downtown and Oldtown Design Review Districts and 10,000 square feet elsewhere in the City.

Additions to existing commercial or industrial buildings of 3,500 square feet or more within the Downtown and Oldtown Design Review Districts and 10,000 square feet or more elsewhere in the City.

The applicant shall be responsible for constructing and maintaining the sign(s) and its text in a good condition, and shall remove all sign(s) within 30 days of a final determination by the City.

The applicant shall provide a refundable deposit of \$500.00 to insure removal of the sign(s).

Comm. Nardini-Hanson **SECONDED.**

AYES: Nardini-Hanson, Spokely, Worthington, Young,  
Chrm. Smith  
NOES: None  
ABSTAIN: None  
ABSENT: None

The motion was approved.

**ITEM VI:**

**COMMUNITY DEVELOPMENT FOLLOW-UP REPORTS**

- A. City Council Meetings  
No report.
- B. Future Planning Commission Meetings  
There may not be a meeting on October 21, 2008.
- C. Reports  
None.

**ITEM VII:**

**PLANNING COMMISSION REPORTS**

None.

**ITEM VIII:**

**FUTURE PLANNING COMMISSION AGENDA ITEMS**

None.



# ATTACHMENT 2





## CITY OF AUBURN

Planning Commission – Staff Report  
Meeting Date: October 7, 2008

Prepared by: Wilfred Wong, Community Development Dir.

ITEM NO.  
IV-C

### ITEM IV-C: ORDINANCE AMENDMENT PUBLIC NOTICING REQUIREMENTS

**REQUEST:** The City of Auburn proposes to amend the Auburn zoning ordinance relating to notices of public hearings. The proposed ordinance amendment would amend Sections 159.460 *et seq* by increasing the notification distance from 300 feet to 500 feet, and adding a requirement for the provision of on-site public notification signs identifying that a proposal is being considered for development of the site.

#### **RECOMMENDED MOTION:**

- A. Move to adopt Planning Commission Resolution 08-23 recommending that the Auburn City Council adopt the proposed Ordinance Amendment as presented, or as amended by the Planning Commission.

#### **ALTERNATIVE MOTION (DENIAL):**

- B. Move to direct staff to amend Resolution 08-23 for denial and provide it for the Planning Commission's consideration at the October 21, 2008 meeting.

#### **BACKGROUND/ANALYSIS:**

On May 12, 2008 the City Council initiated an ordinance amendment to update the notification requirements for planning projects (see Attachment A for Council minutes, resolution and staff report).

Following are staff's recommendations. Proposed wording in *bold italic* type, while deletions are struck out:

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### **HEARING; NOTICES**

#### **§ 159.460 SERVICE.**

Notices of the public hearings required by the provisions of this chapter shall be given as follows:

- (A) Service by mail.

(1) At least 10 days prior to a public hearing, the Commission shall *mail*, ~~give notice of the hearing by mailing postage prepaid~~, a notice of the time and place of the hearing to all persons whose names and addresses appear on the latest adopted county tax *equalized assessment* roll as *owners of* ~~owning~~ property within ~~300~~ 500 feet of the exterior boundaries of the ~~parcel of land for on~~ which a use ~~subject to an amendment, variance or use~~ permit is sought.

(2) The person filing the petition for action by the Commission, ~~which action requires a public hearing~~, shall supply the names and addresses *of those entitled to notice under this section.*

(B) Service by publication. In the case of an amendment to the provisions of this chapter, notice shall be given by at least 1 publication of the amendment in a newspaper of general circulation ~~within~~ *in* the city at least 10 days prior to the public hearing.

(C) *Posting of Sites/Notification of New Development Proposal. The applicant shall erect a public notification sign or signs on the project site as required by this section. The sign(s) shall be erected within sixty (60) days after the submission of an Environmental Impact Assessment Questionnaire or at such sooner time as determined by the Community Development Director. The sign(s) shall comply with the following criteria:*

(1) *The public notification sign or signs shall be required for the following projects.*

(a) *Residential subdivisions of five (5) lots or more. Common area lots shall not constitute a lot for this notification provision.*

(b) *New commercial or industrial buildings exceeding 10,000 square feet.*

(c) *New multi-family residential buildings of seven (7) dwellings or more.*

(d) *Additions to existing commercial or industrial buildings of 10,000 square feet or more.*

(e) *Projects within the Airport Industrial Design Control District shall be exempt from these notification requirements.*

(2) *The Community Development Director shall determine the appropriate size for public notification sign(s) in order to balance community aesthetics and effective notice to neighboring property owners of the proposed project but in no event shall the size of a sign exceed (4) feet tall by eight (8) feet wide, mounted on four inch by four (4X4) inch posts;*

(3) *Sign(s) shall be erected adjacent to each public right-of-way abutting the project site in a manner that does not create sight-distance problems for traffic on the right-of-way;*

*(4) Sign(s) shall include text approved by the Community Development Director. The sign shall include the wording "Community Development Department" and "Development Proposal Pending" and include contact phone number(s), website information, a brief description of the approvals being sought, and a sleeve that will be used to hold public notices describing project specifics, hearing dates, and information on how to contact the project planner assigned by the City to the project and applicant.;*

*(5) The applicant shall be responsible for constructing and maintaining the sign(s) in a good condition, and shall remove all sign(s) within 30 days of a final determination by the city.*

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Note that proposed Section 159.460(C)(1) limits which projects need to erect the public notification sign. Staff recommends a limitation for the following reasons:

1. The City does not have a Zoning Administrator process to handle smaller projects. The example provided to staff from Placer County requires "The applicant for any permit that is subject to the original jurisdiction of the Planning Commission or the Board of Supervisors shall erect a public notification sign or signs on the project site as required by this section." Without a limitation all projects that now go before the Planning Commission for consideration would need to erect a public notification sign. Staff contacted a local sign company and a 4'x4' sign would cost approximately \$350 and a 4'x8' sign would cost approximately \$450.
2. Except for the Airport Industrial Design Control District exemption, the proposed limitations are based on CEQA Categorical Exemptions. Staff believes smaller projects would not need the notification sign and utilized CEQA to develop the thresholds.

The Planning Commission is a recommending body for this ordinance amendment. The Commission's comments and recommendations will be forwarded to the Auburn City Council for their review and consideration.

#### **ENVIRONMENTAL SUMMARY:**

The Auburn Community Development Department reviewed this project for compliance with the California Environmental Quality Act (CEQA) and found it to be Statutorily Exempt from the provisions of CEQA per §15061(b) for the adoption of the proposed ordinance amendment.

#### **EXHIBITS**

- A. Resolution 08-23

#### **ATTACHMENTS**

1. May 12, 2008 City Council minutes, resolution and staff report initiating proposed ordinance amendment.

## PLANNING COMMISSION RESOLUTION NO. 08-23

AMENDMENT TO TITLE XV, CHAPTER 159, SECTION 159.460 ET SEQ, ENTITLED  
HEARINGS; NOTICES (ADMIN FILE# 301.3(q))

**Section 1.** The City of Auburn Planning Commission held a public hearing at its regular meeting of October 7, 2008, to consider a recommendation to the City Council that would amend the Auburn zoning ordinance relating to public noticing requirements. The ordinance amendment would amend Section 159.460 et seq by increasing the notification distance from 300 feet to 500 feet, and adding a requirement for the provision of on-site public notification signs identifying that a proposal is being considered for development of the site.

**Section 2.** The City of Auburn Planning Commission has considered all of the evidence submitted into the administrative record which includes, but is not limited to:

1. Agenda report prepared by the Community Development Department for the October 7, 2008, meeting.
2. The draft Ordinance Amendment.
3. Staff presentation at the public hearing held on October 7, 2008.
4. Public comments, both written and oral, received and/or submitted at or prior to the public hearing.
5. All related documents received and/or submitted at or prior to the public hearing.
6. The City of Auburn General Plan, Zoning Ordinance, and all other applicable regulations and codes.

**Section 3.** In view of all of the foregoing evidence, the City of Auburn Planning Commission recommends the following:

1. The Auburn Community Development Department reviewed this project for compliance with the California Environmental Quality Act (CEQA) and found it to be Statutorily Exempt from the provisions of CEQA per §15282(h) for the adoption of an ordinance regarding second residential units.
2. The proposed Ordinance Amendment is consistent with the General Plan; and,
3. The proposed Ordinance Amendment is consistent with State law and is the minimum necessary to protect the health, safety and general welfare.

**Section 4.** In view of all of the evidence and based on the foregoing findings and conclusions, the City of Auburn Planning Commission hereby recommends adoption of a Statutory Exemption in accordance with §15061(b) of the California Environmental Quality Act (CEQA) and Guidelines.

**Section 5.** In view of all of the evidence and based on the foregoing findings and conclusions, the City of Auburn Planning Commission hereby recommends that the City Council approve the proposed Ordinance Amendment.

**Section 6.** In view of all the evidence and based on the foregoing findings and conclusions, the City of Auburn Planning Commission, upon motion by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_ hereby recommends adoption of the Statutory Exemption and recommends that the City Council approve the proposed Ordinance Amendment, and carried by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

**PASSED AND RECOMMENDED** this 7<sup>th</sup> day of October, 2008.

\_\_\_\_\_  
Chairman, Planning Commission  
of the City of Auburn, California

ATTEST: \_\_\_\_\_  
Community Development Department

decrease the City's contribution. He said staff recommends the support of the request from Placer County.

Megan Siren answered Mayor Nesbitt's questions regarding funding. Council Member Holmes questioned the survey that deemed 15% of the users to be Auburn residents. Ms. Siren advised that it was a specific, on-board survey and addresses were verified by cross-streets. Council Member Snyder requested a survey form.

Council Member Hanley suggested a survey for people who may elect to ride public transportation if the hours were more applicable to their work hours. Mr. Warren advised that current ridership has demanded the addition of a fourth bus with the increase in gas prices. Mr. Hanley said he would like to see even further expansion of the bus system.

By **RESOLUTION 08-62** authorize the Mayor and the Director of Public Works to execute on behalf of the City of Auburn the Agreement regarding Transit service to the City of Auburn by Placer County Transit System and Transfer Agreement. **MOTION: Hanley/Holmes**

**AMENDMENT TO THE RESOLUTION:** approve the resolution, but also add: "This agreement will continue as long as we have 5307 funds."

**MOTION: Nesbitt/Holmes/ Approved 5:0**

15. **Initiate Ordinance Amendment to Update the Notification Requirements for Planning Projects**

Community Development Director stated that, similar to Placer County, this action would add a notification requirement for new projects.

Council Member Holmes stated that he and Council Member Hanley recently perused the County ordinance. He advised that Council Members are frequently questioned by the citizens regarding new development, and that they do not always know the answers. He said a better notification process would provide community members with information regarding City projects and alleviate some of their concerns.

Council Member Hanley agreed with Council Member Holmes and supported the action.

By **RESOLUTION 08-63** direct staff to initiate an ordinance amendment to update the notification requirements for planning projects. **MOTION: Holmes/Hanley/Approved 4:1 (No Snyder)**

CITY COUNCIL RESOLUTION NO. 08-63

A RESOLUTION INITIATING ORDINANCE AMENDMENT TO UPDATE  
NOTIFICATION REQUIREMENTS FOR PLANNING PROJECTS

THE CITY COUNCIL OF THE CITY OF AUBURN DOES HEREBY RESOLVE:

That the City Council of the City of Auburn does hereby direct City Staff to initiate an ordinance amendment to update the notification requirements for planning projects.

DATED: May 12, 2008

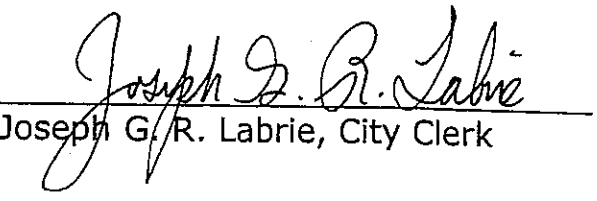
  
KEITH NESBITT, Mayor

ATTEST:

  
Joseph G. R. Labrie, City Clerk

I, Joseph G. R. Labrie, City Clerk of the City of Auburn, hereby certify that the foregoing resolution was duly passed at a regular meeting of the City of Auburn held on the 12<sup>th</sup> day of May 2008 by the following vote on roll call:

Ayes: Hanley, Holmes, Powers, Nesbitt  
Noes: Snyder  
Absent:

  
Joseph G. R. Labrie, City Clerk



## *Report to the Auburn City Council*

Action Item

Agenda Item No.

City Manager's Approval

**To:** Mayor and City Council Members  
**From:** Wilfred Wong, Community Development Director  
**Date:** May 12, 2008  
**Subject:** Initiate Ordinance Amendment to Update the Notification Requirements for Planning Projects

### *The Issue*

Should the City Council initiate an ordinance to update the notification requirements for planning projects?

### *Conclusions and Recommendations*

By Resolution direct staff to initiate an ordinance amendment to update the notification requirements for planning projects.

### *Background*

Council members Holmes and Hanley have requested that the City Council consider amending the City's code regarding posting of notices to the public for proposed developments (see letter Exhibit A). If the Council initiates this ordinance amendment staff will also use the opportunity to update other notification requirements for planning projects.

### *Alternatives Available to Council; Implications of Alternatives*

1. Initiate ordinance amendment. Staff will proceed with ordinance amendment to updated notification requirements for planning projects.
2. Take no action.

### *Fiscal Impact*

None.

### *Exhibits*

- A. March 24, 2008 letter from Council member Holmes.
- B. Draft Resolution initiating ordinance amendment.





1225 Lincoln Way • Auburn, CA 95603 • (530)823-4211 • Fax(530)885-5

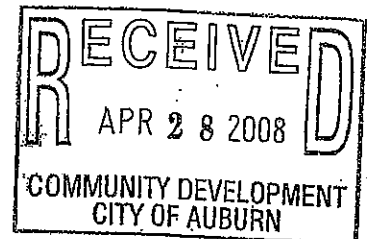
24 March 2008

Bob,

Council member Hanley and I would like to amend our city code regarding the posting of notices to the public on new proposed developments within the city limits. Placer County has passed a similar ordinance amendment, a copy of which is attached.

Thanks,

  
Mike



**Before the Board of Supervisors  
County of Placer, State of California**

In the matter of:

Ord. No.: 5500-B  
FIRST READING: \_\_\_\_\_

**AN ORDINANCE AMENDING CHAPTER 17  
OF THE PLACER COUNTY CODE TO ADD  
SECTION 17.58.045 REGARDING POSTING  
OF SITES/ NOTIFICATION OF NEW  
DEVELOPMENT PROPOSAL**

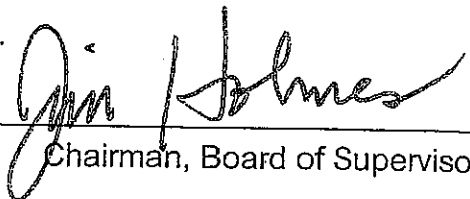
The following **Ordinance** was duly passed by the Board of Supervisors of the County of Placer at a regular meeting held February 5, 2008, by the following vote on roll call:

Ayes: ROCKHOLM, WEYGANDT, UHLER, KRANZ, HOLMES


Noes: NONE

Absent: NONE

Signed and approved by me after its passage.

  
\_\_\_\_\_  
Chairman, Board of Supervisors

Attest:  
Clerk of said Board

  
\_\_\_\_\_  
Ann Holman

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THE BOARD OF SUPERVISORS OF THE COUNTY OF PLACER, STATE OF CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:

**Section 1:** Article 17.58 of Chapter 17 of the Placer County Code is amended to add Section 17.58.045, Posting of Sites/Notification of New Development Proposal, which shall read as follows:

## Section 17.58.045 Posting of Sites/Notification of New Development Proposal

The applicant for any permit that is subject to the original jurisdiction of the Planning Commission or the Board of Supervisors shall erect a public notification sign or signs on the project site as required by this section. The sign(s) shall be erected within sixty (60) days after the submission of an Environmental Impact Assessment Questionnaire. An application shall not be deemed complete by County staff unless the required sign(s) have been erected. The sign(s) shall comply with the following criteria:

- A. The Planning Director or designee shall determine the appropriate size for public notification sign(s) but in no event shall the size of a sign exceed (4) feet tall by eight (8) feet wide, mounted on four inch by four (4x4) inch posts;
- B. Sign(s) shall be erected adjacent to each public right-of-way street frontage that the project site abuts in a manner that does not create sight distance problems within the right-of-way;
- C. Sign(s) shall include text as approved by the Planning Director. The sign shall include the wording "Placer County Planning Department" and "Development Proposal Pending" and include contact phone number(s), website information, a brief description of the approvals being sought, and a sleeve that will be used to hold public notices describing project specifics, hearing dates, and information on how to contact the project planner and applicant;
- D. The applicant shall be responsible for constructing the sign(s), and for maintaining the sign(s) in a satisfactory condition, and shall remove all sign(s) within 30 days of a final determination by the appropriate County hearing body.

Public notification signs are considered "Official Signs" and shall be considered to be within the purview of Section 17.54.170(C)(2)(i) of the Placer County Zoning Ordinance.

**Section 2:** This ordinance shall take effect and be in full force and effect thirty (30) days after its passage. The Clerk is directed to publish this ordinance, or a summary thereof, within fifteen (15) days in accordance with Government Code Section 25124.

## CITY COUNCIL RESOLUTION NO. 08-\_\_\_\_

A RESOLUTION INITIATING ORDINANCE AMENDMENT TO UPDATE  
NOTIFICATION REQUIREMENTS FOR PLANNING PROJECTS

THE CITY COUNCIL OF THE CITY OF AUBURN DOES HEREBY RESOLVE:

That the City Council of the City of Auburn does hereby direct City Sta  
to initiate an ordinance amendment to update the notification requirements  
planning projects.

DATED: May 12, 2008

\_\_\_\_\_  
KEITH NESBITT, Mayor

ATTEST:

\_\_\_\_\_  
Joseph G. R. Labrie, City Clerk

I, Joseph G. R. Labrie, City Clerk of the City of Auburn, hereby certify  
that the foregoing resolution was duly passed at a regular meeting of the City  
of Auburn held on the 12<sup>th</sup> day of May 2008 by the following vote on roll call:

Ayes:

Noes:

Absent:

\_\_\_\_\_  
Joseph G. R. Labrie, City Clerk